



County of Los Angeles CHIEF EXECUTIVE OFFICE

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WILLIAM T FUJIOKA
Chief Executive Officer

February 19, 2008

To: Supervisor Yvonne B. Burke, Chairwoman
Supervisor Gloria Molina
Supervisor Zev Yaroslavsky
Supervisor Don Knabe
Supervisor Michael D. Antonovich

From: William T Fujioka
Chief Executive Officer

Board of Supervisors
GLORIA MOLINA
First District

YVONNE B. BURKE
Second District

ZEY YAROSLAVSKY
Third District

DON KNABE
Fourth District

MICHAEL D. ANTONOVICH
Fifth District

QUARTERLY OVERTIME REPORTING - REASONS FOR OVERTIME

As discussed in the status memo sent to your Board on September 28, 2005, regarding departments' requests and reasons for their overtime, two reports are attached for your information that classify overtime hours and/or shifts for each department into the following specific categories:

- Implementation of new programs;
- Workload and/or caseload increases;
- Vacancies;
- Recruitment issues or hiring delays; and/or
- Hiring freeze.

The first report (Attachment I) identifies the number of overtime hours for FLSA-covered positions, and the second report (Attachment II) identifies the number of overtime shifts relating to exempt positions (each shift is equal to eight hours of compensatory time-off).

Responses were received from 37 departments for the third quarter period of January 1, 2008 through March 31, 2008. A total of 2,243,700 hours and a total of 9,403 shifts were requested.

The categories will be discussed below:

Workload/Caseload Increases

The primary reason most departments gave for requiring overtime for both shifts and hours was for workload and/or caseload increases. Approximately 66 percent of the total hours requested and 85 percent of the total shifts requested were required for this reason. (Exceptions include Sheriff and the Office of Public Safety, which requested more hours primarily due to vacancies.)

Vacancies

Almost 30 percent of overtime hours and approximately four percent of shifts were requested by departments for this reason.

Implementation of New Programs

Almost four percent of hours, as well as approximately 10 percent of shifts were requested primarily for this reason.

Recruitment, Hiring Delays and Hiring Freeze

Less than one percent of overtime hours and approximately one percent of shifts were requested for recruitment and hiring delays. No department requested overtime hours or shifts due to the hiring freeze.

The departments' request for overtime represent the maximum possible overtime hours that may be required, and it is possible that all hours requested may not be used during the quarter. CEO staff will continue to monitor all future requests for overtime on a monthly basis, and the specific circumstances behind the requests.

If you have any questions, please call me or your staff may contact Ed Corser at (213) 974-2291.

WTF:DL:SK
EC:CL:ljp

Attachments

c: All Department Heads (via electronic mail)
quarterly overtime 02-19-08.bm

**Attachment I
COUNTY OF LOS ANGELES
QUARTERLY REQUEST FOR OVERTIME RECAP
OVERTIME HOURS REQUESTED BY DEPARTMENT**

January 2008 - March 2008

Department	Total Overtime Hours Requested for Positions Coded c or n	Percent to Total	Reason for Overtime					Total Hours Reported in the New Format
			# of Overtime Hours Requested due to Implementation of New Programs	# of Overtime Hours Requested due to Workload and/or Caseload Increases	# of Overtime Hours Requested due to Vacancies	# of Overtime Hours Requested due to Recruitment Issues or Hiring Delays	# of Overtime Hours Requested due to Hiring Freeze	
Affirmative Action Compliance	100	0.00%	0	100	0	0	0	100
Agricultural Commissioner/Weights & Measures	9,536	0.43%	360	6,440	1,418	1,318	0	9,536
Alternate Public Defender	672	0.03%	0	672	0	0	0	672
Animal Care & Control	540	0.02%	0	540	0	0	0	540
Assessor	5,210	0.23%	1,980	3,230	0	0	0	5,210
Auditor Controller	2,115	0.09%	0	2,115	0	0	0	2,115
Beaches and Harbors	500	0.02%	0	256	204	40	0	500
Board of Supervisors	653	0.03%	175	478	0	0	0	653
Chief Executive Office	2,286	0.10%	0	2,286	0	0	0	2,286
Chief Information Office	0	0.00%	No Overtime Hours Requested					
Children & Family Services	56,393	2.51%	11,649	43,695	1,049	0	0	56,393
Child Support Services	5,608	0.25%	1,964	1,898	1,746	0	0	5,608
Community & Senior Services	3,426	0.15%	0	3,014	412	0	0	3,426
Consumer Affairs	480	0.02%	0	480	0	0	0	480
Coroner	3,231	0.14%	0	2,366	427	438	0	3,231
County Counsel	250	0.01%	0	250	0	0	0	250
District Attorney	2,891	0.13%	0	2,867	24	0	0	2,891
Fire	578,465	25.78%	0	578,465	0	0	0	578,465
Human Resources	1,188	0.05%	120	1,068	0	0	0	1,188
Internal Services Department	30,339	1.35%	0	26,126	4,213	0	0	30,339
Mental Health	41,611	1.85%	10,890	21,099	5,790	3,832	0	41,611
Military & Veterans Affairs	64	0.00%	0	64	0	0	0	64
Museum of Art	1,140	0.05%	0	1,140	0	0	0	1,140
Museum of Natural History	206	0.01%	206	0	0	0	0	206
Office of Public Safety	70,777	3.15%	550	12,324	57,458	445	0	70,777
Ombudsman	0	0.00%	No Overtime Hours Requested					
Parks & Recreation	8,826	0.39%	2,978	4,196	1,083	569	0	8,826
Probation	112,306	5.01%	40	107,985	4,114	167	0	112,306
Public Defender	690	0.03%	64	626	0	0	0	690
Public Health	27,767	1.24%	1,622	20,468	3,365	2,292	0	27,767
Public Social Services	79,910	3.56%	0	79,910	0	0	0	79,910
Public Works	64,430	2.87%	3,780	57,869	731	2,050	0	64,430
Public Library	8,697	0.39%	240	7,779	558	120	0	8,697
Registrar-Recorder	167,390	7.46%	13,073	152,461	1,592	264	0	167,390
Regional Planning	1,631	0.07%	0	1,351	139	141	0	1,631
Sheriff	951,398	42.40%	36,925	327,244	587,228	0	0	951,398
Treasurer & Tax Collector	2,974	0.13%	211	2,523	240	0	0	2,974
TOTAL HOURS	2,243,700	100.00%	86,828	1,473,405	671,791	11,676	0	2,243,700

Department Percent to Total Hours

3.87%

65.67%

29.94%

0.52%

0.00%

100.00%

Attachment II
COUNTY OF LOS ANGELES
QUARTERLY REQUEST FOR OVERTIME RECAP
OVERTIME SHIFTS REQUESTED BY DEPARTMENT

January 2008 - March 2008

Department	Total Overtime Shifts Requested for Positions Coded x	Percent to Total	Reason for Overtime					Total Shifts Reported in the New Format
			# of Overtime Hours Requested due to Implementation of New Programs	# of Overtime Hours Requested due to Workload and/or Caseload Increases	# of Overtime Shifts Requested due to Vacancies	# of Overtime Shifts Requested due to Recruitment Issues or Hiring Delays	# of Overtime Shifts Requested due to Hiring Freeze	
Affirmative Action Compliance	0	0.00%	No Overtime Hours Requested					
Agricultural Commissioner/Weights & Measures	34	0.36%	0	32	2	0	0	34
Alternate Public Defender	2	0.02%	0	2	0	0	0	2
Animal Care & Control	33	0.35%	0	33	0	0	0	33
Assessor	50	0.53%	0	50	0	0	0	50
Auditor Controller	496	5.27%	0	496	0	0	0	496
Beaches and Harbors	30	0.32%	0	30	0	0	0	30
Board of Supervisors	71	0.76%	16	55	0	0	0	71
Chief Executive Office	1,170	12.44%	0	1,170	0	0	0	1,170
Chief Information Office	0	0.00%	No Overtime Hours Requested					
Children & Family Services	528	5.62%	214	314	0	0	0	528
Child Support Services	89	0.95%	46	43	0	0	0	89
Community & Senior Services	144	1.53%	0	143	1	0	0	144
Consumer Affairs	0	0.00%	No Overtime Hours Requested					
Coroner	0	0.00%	No Overtime Hours Requested					
County Counsel	52	0.55%	0	52	0	0	0	52
District Attorney	1,018	10.83%	0	1,018	0	0	0	1,018
Fire	291	3.09%	0	291	0	0	0	291
Human Resources	560	5.96%	38	522	0	0	0	560
Internal Services Department	721	7.67%	0	475	246	0	0	721
Mental Health	934	9.93%	346	522	25	41	0	934
Military & Veterans Affairs	0	0.00%	No Overtime Hours Requested					
Museum of Art	0	0.00%	No Overtime Hours Requested					
Museum of Natural History	0	0.00%	No Overtime Hours Requested					
Office of Public Safety	48	0.51%	0	38	5	5	0	48
Ombudsman	0	0.00%	No Overtime Hours Requested					
Parks & Recreation	436	4.64%	54	363	7	12	0	436
Probation Department	54	0.57%	0	54	0	0	0	54
Public Defender	34	0.36%	5	29	0	0	0	34
Public Health	700	7.44%	55	548	59	38	0	700
Public Social Services	452	4.81%	0	452	0	0	0	452
Public Works	178	1.89%	29	148	1	0	0	178
Public Library	86	0.91%	30	47	9	0	0	86
Regional Planning	16	0.17%	0	16	0	0	0	16
Registrar-Recorder	647	6.88%	55	571	15	6	0	647
Sheriff	446	4.74%	0	435	11	0	0	446
Treasurer & Tax Collector	83	0.88%	19	64	0	0	0	83
TOTAL SHIFTS	9,403	100.00%	907	8,013	381	102	0	9,403

Department Percent to Total Shifts

9.65%

85.22%

4.05%

1.08%

0.00%

100.00%